



Lorenzo Gigliotti
Executive Director

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Governing Council

Fire Chief Kim Zagaris, Chairperson
Deputy Chief Lloyd Ogan
Director Matt Kelly

California Emergency Management Agency
Sacramento Fire Department
Sacramento Metropolitan Fire District

GOVERNING COUNCIL – ACTION SUMMARY CALIFORNIA FIRE AND RESCUE TRAINING AUTHORITY AT SACRAMENTO MEETING February 27, 2013 – 10:00 AM

**9320 Tech Center Drive, Room 103
Sacramento, CA 95826**

CALL TO ORDER

Council Chair Fire Chief Kim Zagaris called the meeting to order at 10:07AM. Also present: Delegate Deputy Chief Lloyd Ogan, Delegate Director Matt Kelly and Legal Counsel Joshua Nelson. Staff: Executive Director Deputy Chief Lorenzo Gigliotti, Council Clerk Sherri Martucci and an audience of five.

PLEDGE TO THE FLAG

PUBLIC COMMENT ON AGENDA/NON-AGENDA ITEMS

None received.

CONSENT AGENDA

1. **Approval of Action Summary: November 7, 2012**
2. **Approval of Action Summary: January 23, 2013 Special Meeting**
3. **Sacramento Metropolitan Fire District - Council Delegates**
 - **Council Action**
Kelly/Ogan: to approve consent agenda
AYES (Kelly, Ogan, Zagaris)

FINANCE REPORT

1. Status of 2012/2013 Budget
2. 2012/2013 Revenues/Expenditures Report
3. 2012/2013 Cal EMA Mid-Year Fund Status Report

- Received and Filed

ACTION ITEM(S)

Actions Items 1 and 2 moved to after presentations

4. **Zinfandel Site Reimbursement Agreement Amendment – Fencing**
Executive Director Gigliotti advised the Council that there was a change order on the project with an increased cost of approximately \$55,000. The costs will be divided equally between Metro Fire and CFRTA.

- Council Action:
Kelly/Ogan: to receive presentation and approve amendment to the reimbursement agreement.

AYES (Kelly, Ogan, Zagaris)

5. **EMS Program Job Descriptions, EMS Program Organizational Chart and Pay Rates**

- a. EMS Program Organizational Chart
- b. Pay Comparisons
- c. 2347 EMS Program Medical Director
- d. 2342 Paramedic Program Coordinator
- e. 2342.2 Clinical Coordinator

- Council Action:
Kelly/Ogan: to receive presentation and adopt job descriptions/pay rates/organizational chart

AYES (Kelly, Ogan, Zagaris)

PRESENTATION ITEM(S)**1. 2012 Training Course Report**

Fire Chief Henke expressed his concerns to the Governing Council and wants to ensure member agencies are paying for their use of the Tech Center classrooms. He also requested the intended profit margin from each class that will be used to pay the lease for the Tech Center facility.

Executive Director Gigliotti explained the formula used to calculate room usage outside of the regular course costs. He indicated the fees for Member Agencies would be coming back to the Council for approval.

Deputy Director Larry Davis asked if the cost allocation plan was moving forward, including site development costs. Executive Director Gigliotti indicated it was on the list of items for the next regular meeting.

Council Action

- Received and Filed

10:25 Council Meeting Break**10:35 Council Meeting Resumed****ACTION ITEM(S)****Actions Items 1 and 2 taken out of order****1. Zinfandel Site Reimbursement Agreement – Architectural and Engineering Services**

- **Council Action:**
Kelly/Ogan: to receive presentation and approve staff's recommendation to execute the reimbursement agreement.

AYES (Kelly, Ogan, Zagaris)

2. Zinfandel Site Reimbursement Agreement – US&R Props

- **Council Action:**
Kelly/Ogan: to receive presentation and approve staff's recommendation to execute the reimbursement agreement.

AYES (Kelly, Ogan, Zagaris)

EXECUTIVE DIRECTOR REPORT (Gigliotti)

None.

GOVERNING COUNCIL QUESTIONS AND COMMENTS

None.

CLOSED SESSION

None.

NEXT MEETING(S) ~ Location: California Fire & Rescue Training Authority
9320 Tech Center Drive, Sacramento, CA 95826

2013 Schedule

April 24, 2013

Anticipated Agenda Items

- ❖ Revised Admin Job Descriptions and Pay Scales
- ❖ CFRTA Policy Manual
- ❖ 2012/2013 Budget Amendments

June 12, 2013

- ❖ 2013/2014 Preliminary Budget

September 4, 2013

- ❖ 2013/2014 Final Budget

November 6, 2013

ADJOURNMENT

- **Council Action**
Zagaris to adjourn the meeting at 10:40AM.

Fire Chief, Kim Zagaris
Chairperson